

# VSH Policy Committee Meeting Minutes

**Date:** August 6, 2007, 8:00 a.m.

**Location:** Executive Director's Office, Dale 1 Bldg

**Type of meeting:** Policy Development and Implementation/Public

**Facilitator:** Terry Rowe

**Note taker:** Denise McCarty

**Members:** Terry Rowe, Tom Simpatico, Anne Jerman

**Attendees:** Jessica Oski  
Public: None

## AGENDA TOPICS Meeting Minutes of 5-7-07 meeting; Announcement of policies in development; Public Comment

**Discussed:.** The 5/7/07 meeting minutes were reviewed by the committee (June and July meetings were cancelled). Anne Jerman made a motion to accept the minutes. Terry Rowe seconded the motion. All in favor. Motion passed unanimously.

**Conclusion:** The 5/7/07 meeting minutes were approved.

**Action:** Anne Jerman motioned to accept the minutes and Terry Rowe seconded the motion.

### **Discussed: Event Reporting Policy**

Jessica Oski is working on a first draft of this policy. She will be taking some of the old policy and adding additional elements to it to craft a new policy taking into consideration aspects of the Department of Justice requirements, patient safety and Quantros software.

**Conclusions:** To be on the agenda for the September Policy Work Group

**Action:** none

### **Discussed: Research Policy**

The draft Research Policy (draft #1.2) was reviewed by committee members and attendees. Discussion followed.

Definitions for: Human Research, informed consent, minimal risk, no risk, will be worked on. This draft policy will be brought back in September for discussion. Tom Simpatico will contact someone from UVM to participate in the September meeting to comment on UVM IRB.

**Conclusions:** To be discussed at the September Policy Committee Meeting.

**Action:** none.

**Public Comment:** None at this time.

Meeting adjourned at 9:30 am, the next meeting will be September 10, 2007

Respectfully submitted,

Denise McCarty

Minute Taker